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*USAF Declass
Approved For

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70045-8

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STANDARD OPERATING PROCEDURE
NUMBER 22-3177-2

1 April 1965

PER DIEM FOR FLIGHTS BY RATED PERSONNEL

1. PURPOSE: To outline a standard procedure for payment of per diem in connection with officially directed flights. In order to maintain a high degree of rated proficiency in navigation and instrument flying not attainable in local area flying, assigned pilots/navigators will be scheduled by DCO for cross-country flights. These will be directed flights and will warrant payment of per diem in accordance with paragraph 3 below.
2. SCOPE: This procedure will apply to all rated personnel.
3. PROCEDURES:
 - a. Flights completed upon direction by DCO will be designated as Official Cross-country Flights and will be indicated by the individual as O/XC in the remarks column on the monthly itinerary sheet.
 - b. Flights performed for other official purposes (ferry of aircraft, transport of cargo/personnel, etc.,) will be designated as Official Flights and indicated as O/F in the remarks column on the monthly itinerary sheet.
 - (1) Certification of an official sortie by the Approving Official will be by initialing in the double asterisk (**) column.
 - (2) Per diem for official sorties will be made in accordance with paragraph 4205-5 of JTR's or other applicable regulations/directives.
 - (3) If itinerary on official flights is changed for personal convenience, the monthly itinerary sheet will reflect timing of the unofficial portion of the trip for per diem computation purposes.
 - c. Per diem for cross-country flights made other than as outlined in a and b above will not exceed the amount an individual would have received had he remained in the Area.
 - d. Requests for Travel Authorization forms will not be required for flights performed in accordance with this SOP. Refer to Operations Bulletin Number 20.

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Deputy Commander for Support

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Colonel, USAF
Commander

OPR: DCS

Distribution: Approved For Release 2001/08/27 : CIA-RDP33-02415A000600070045-8

This SOP supercedes SOP 22-3177-2, same subject, dated 25 January 1965.

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